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274 DEC 1957

MEMORANDUM FOR: Director of Training

THROUGH:

Special Assistant to the Deputy Director (Support)

SUBJECT: University of Chicago Summer Program of Executive Development for Federal Administrators

1. Attached is a report of attendance at the Summer Institute for Executive Development of Federal Administrators which was conducted in July and August 1957 by the University of Chicago in cooperation with the U. S. Civil Service Commission.

2. The course is not designed to teach the "how to" of administration but is, rather, focussed on the "what" of administrative processes. The program is an experimental one which aims to give its participants better insight into the many facets of human relations in organization and administration and it is hoped by the University staff that the students will contribute to the development of later courses in this field.

3. It is my opinion that participation in the course was of direct and material benefit in my present job and that it would likewise be beneficial to any of our administrative and supervisory personnel, above the level of first-line supervisors, who are concerned with personnel management and organization.

4. Selected candidates in senior supervisory positions should find participation in this program valuable. The opportunity for closer association with senior employees of other organizations and for learning about the findings and views of researchers in this field appears to be a worthwhile supplement to the internal Agency program conducted by the Office of Training. Based on my own experience in the course, I would suggest that the Agency nominate its full quota of candidates for subsequent sessions.

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Deputy Director of Personnel

Attachment

Course Report

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